



# Monthly Departmental Report

November 2014

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***Finance Department***

***Human Resources***

***Information Technology***

***Park & Recreation***

***Planning & Community Development***

***Police Department***

***Fire Department***

***Public Works***

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***Other Agency Reports***

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# Finance Department

## Monthly Departmental Report

Through the Period Ended November 14, 2014

Activity	Status
<b>Operations</b>	
Successor Agency	<p>The Successor Agency has reached an agreement with the State Controller's Office (SCO) on the same Other Funds Due Diligence Review. No additional funds are required to be submitted to the state; however the Successor Agency will be required to work with the Oversight Board to complete several procedural actions related to the DOF settlement. These actions are anticipated to occur in February 2015.</p> <p>The Recognized Obligations Payment Schedule 14/15B covering all expenses for the January through June 2015 period was approved by DOF. The next ROPS will be prepared approved in March 2015.</p>
Economic Development	<p>The City has retained the services of Keyser Marsten Associates (KMA), as well as Associated Right-of-Way Inc. (AR/WS) to help develop a Low-Moderate Income (LMI) property asset/retention plan that will further the City's goals of affordable housing production, and will boost the City's downtown revitalization efforts.</p> <p>KMA is developing an update to the Target Site Strategy with an emphasis on Downtown.</p> <p>In November and December the City Council and Planning Commission will be holding study sessions to consider the draft Housing Element 2015-2023 which includes identification of potential development sites in the Downtown area and along El Camino Real. This document also identifies new programs that will help encourage development activities within Belmont.</p>
PG&E Energy Efficiency Project	<p>On May 27<sup>th</sup> Council approved the City's participation in PG&amp;E's Sustainable Solutions Turnkey (SST) Program for Energy Efficiency Measures. Staff has reached an agreement with PG&amp;E and the energy service companies on an implementation plan that complies with applicable statutes. Staff will provide an update on the status of this project at the November 25<sup>th</sup> meeting.</p>
<b>Reporting</b>	
Treasurer's Report	September report completed.
Monthly Budget Variance	September report completed.

# Human Resources Department Monthly Report

November 2014

## Recruitment Summary

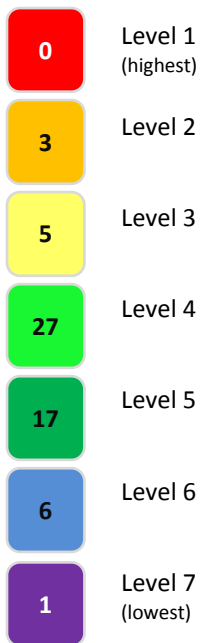


Position	Department/Division	Filing Deadline	Status/Activity
Maintenance Worker I/II	Public Works	September 16, 2014 or 150 applications received	Interviews scheduled for November 18.
Temporary Planning Technician	Community Development	150 applications received.	Interviews scheduled for November 20.
Senior Recreation Leader – After School Program	Parks and Rec	Continuous	Application period under way.
Police Officer	Police	Continuous Recruitment	Interviews held November 5. One candidate continuing on to background process. Application period remains underway.

## Daily Operations:

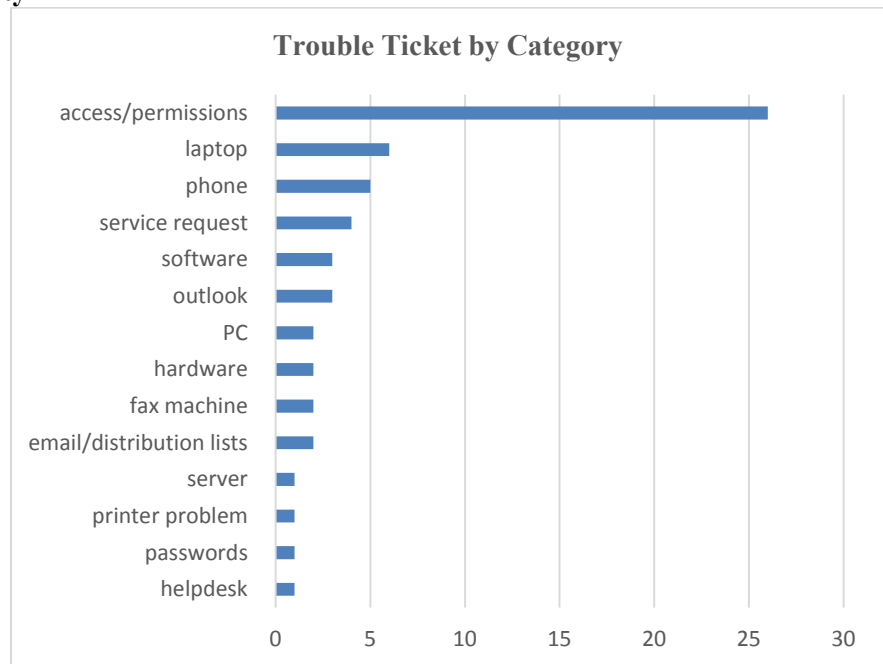
- Service Requests, 59 Trouble Tickets were received and responded to by IT

### Trouble Tickets by Priority



59 TOTAL

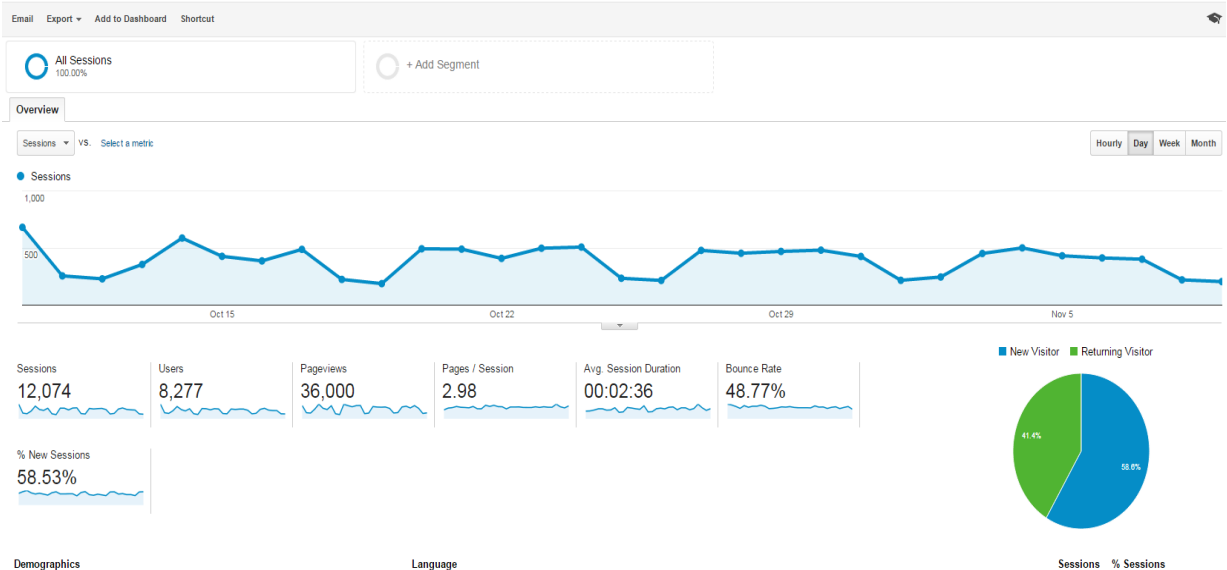
### Trouble Ticket by Category



## [www.belmont.gov](http://www.belmont.gov): Activity: October 1 – October 31, 2014

### Audience Overview

Oct 10, 2014 - Nov 9, 2014



## **Major Projects:**

- Meeting Agenda & Associated Broadcast

Council Meetings and their associated rebroadcasts were migrated to the City's new agenda management platform. This platform provides tools to enhance the creation and presentation of meeting agendas and the associated TV and Internet broadcast. Vilma Mixco was the project manager and can be contacted at [vilma@belmont.gov](mailto:vilma@belmont.gov).

- Wireless Network for City Facilities

The wireless network has been installed and is operational within City Hall. Internet access for the public is now provided by this free service. Marisa Martinez, [mmartinez@belmont.gov](mailto:mmartinez@belmont.gov), is the project manager.

- Technology Refresh

IT staff completed the procurement and build of replacement laptops. Desktops will follow in the December timeframe.

- Emergency Operation Center (EOC) Upgrade

Police, Fire and IT staff were involved in the successful technology upgrade for the City's EOC. New technology provides additional access and display of electronic data feeds such as mapping, Computer-Aided Dispatch, and Television.

- Belmont Mobile Application – Expanding Civic Engagement



Belmont's City Council approved the procurement of a self-service mobile application for Belmont's residents and staff. The project is scheduled to go live in early 2015. Jason Eggers, [jeggers@belmont.gov](mailto:jeggers@belmont.gov) is the project manager.

- Upgrade: Police Records Management System

- Vilma Mixco, [vilma@belmont.gov](mailto:vilma@belmont.gov), was project manager for the successful upgrade of the Police Records Management System.

**Parks and Recreation  
Monthly Report  
October 2014**



<b>DAY CARE</b>	<p><b><u>BELMONT COMMUNITY LEARNING CENTER:</u></b></p> <p>The Community Learning Center has 75 children enrolled.</p> <p>On October 3 the children enjoyed a Puppet Show; the PTO sponsored this enrichment activity.</p> <p>The PTO meeting was held on October 7. The PTO is working on the Holiday Raffle scheduled for Thursday, December 4 at 6:30PM. The next meeting is November 4 at 6:00pm in the Belmont Community Learning Center.</p>  <p>On October 24, the children, staff, and six parent volunteers from classrooms 5 and 9 went on a field trip to Sunrise Senior Living for a Halloween Party. The children performed Halloween songs for the residents and went trick or treating.</p>  <p>On October 31, Goofball the Magician, performed at our Halloween Party. The children also sang Halloween songs, had a costume parade around Barrett Community Center, and enjoyed a Halloween lunch.</p>
<b>SENIOR SERVICES</b>	<p><b><u>PROGRAMS and EVENTS:</u></b></p> <p>~The Twin Pines Shuttle provided 239 one way trips in October.</p> <p>~ 425 Lunches were served in the Twin Pines Café.</p> <p>~Volunteers provided 575 hours of dedicated service at the Twin Pines Senior &amp; Community Center in October.</p> <p>~An October Birthday Lunch was held, celebrating everyone born in the month of October.</p>

**Parks and Recreation  
Monthly Report  
October 2014**



	<p>~October movies were attended by over 320 people, with new DVD releases, foreign films and the classics being shown.</p> <p>~Two educational sessions were offered in partnership with local agencies during the month. The Heartland Institute presented an “Introduction to Medicare” workshop for seniors and the County of San Mateo provided information on CalFresh benefits for seniors, along with cookbooks and food sampling.</p> <p>~Health services included Blood Glucose and Blood Pressure screenings provided by Sequoia Hospital Dignity Health and Flu Shots from the Belmont Walgreens.</p> <p>A Halloween Pizza Party was held on October 31, with 50 folks attending. A costume contest, the movie “Witches of Eastwick” and some ghostly desserts added to the Halloween spirit.</p>
<p><b>RECREATION PROGRAMS AND CLASSES</b></p>	<p><b><u>ACTIVENET ONLINE REGISTRATION:</u></b></p> <p>The Parks &amp; Recreation Departments online registration program continues to successfully serve its customers. An increasing number of our customers are taking advantage of the convenience of registering online from their home, office or laptop. Online registration generated the following transactions:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> 267 enrollments were processed during the month of October, generating \$26,227 in recreation program revenue.</li> <li><input type="checkbox"/> 153 (57%) enrollment transactions were successfully processed online during the month of October.</li> <li><input type="checkbox"/> Processed \$16, 666 (64%) in program revenue via online transactions.</li> </ul> <p><b><u>TEENS:</u></b> At the library, the Teen Center served 397 youth and Barrett Community Center saw 160 students drop in.</p> <p>V.O.I.C.E.S.- Monday, October 27<sup>th</sup>, V.O.I.C.E.S. traveled to San Jose to volunteer with InnVision Shelter Network. While visiting the stabilization shelter for women and children, V.O.I.C.E.S. members enjoyed interacting with residents by serving them dinner and spent time engaging youth by completing pages of activity books the teens created and brought. Residents thanked V.O.I.C.E.S for staying late to help with cleaning the dining room and we thanked them for the company, smiles and experience.</p> <div data-bbox="950 1360 1414 1707" data-label="Image"> </div>



**Parks and Recreation  
Monthly Report  
October 2014**



	<p><b>YOUTH:</b> 30 kids started new Carpentry Classes in October.</p> <p><b>ADULT:</b> 58 adults participated in fitness and Tai Chi Classes that started in October. In addition, 17 participants tried Indian Cooking and French Cooking Classes</p>	
<b>RECREATION FACILITIES</b>	<p><b><u>FACILITY RENTALS:</u></b></p> <p><b>Facility Uses:</b>  Complex – 32  Cottage – 17  Lodge – 19  TPSCC – 27  Manor – 4  Barrett – 18  <b>Total Facility Uses - 117</b></p>	<p><b>Picnic Areas:</b>  Alexander – 2  Buckeye – 4  Meadow – 7  Redwood – 5  <b>Total Picnic Rentals – 18</b></p> <p><b>Total Facility Revenue - \$30,278</b></p>
<b>MEETINGS</b>	<p>All Hands Meeting  Belmont City Council Meetings  Belmont Library Taube Room Coordination Meeting  Belmont Senior Citizen's Advisory Sub-Committee  Belmont Community Learning Center PTO Meeting  Business License Tax Meeting  City Facilities - Recology Meeting  Public Sector Leadership Academy  Recreation Division Staff Meeting  Recreation Facilities Leads Meeting  San Mateo County Parks and Recreation Directors' Meeting  San Mateo County Aging and Adult Services Providers Meeting  San Mateo County Meals on Wheels and Nutrition Site Managers Meeting  SUHSD Academy Program Meeting  Synthetic Turf Project Renderings Meeting  Taking Your Customer Service From Good to Great  YTRS – Youth and Teen Recreation Services Meeting</p>	



**Parks and Recreation  
Monthly Report  
October 2014**



## Parks Maintenance Activities

Location	Work Performed
Barrett Preschool	Repair to vandalized water fountain
Barrett Community Center	Fall Pruning/landscaping
Barrett Community Center	Painted fresh lines on the basketball courts
Barrett Community Center	Clean roof/clear gutters
Belameda/Library	Removed flagpole and related hazards from vehicle jumping the curb into walkway
Belameda/Library	Clean roof/clear gutters
Belameda Park	Annual landscape pruning in gated area behind the library
Semeria Park	Landscape pruning/weeding of landscape beds
Twin Pines	Limb downed tree branches in rear of park
Twin Pines	Clean roofs/clear gutters on all park buildings
Sports Complex/South Field	Repair and replaced defective diaphragm on the women's bathroom toilet
Sports Complex/North Field	Repairs to soccer goal wheels from wear and tear
Alexander Park	Annual pruning of <i>Cotoneaster</i> shrubbery behind tennis courts and Ivy removal.
Citywide maintenance	Regular mowing of park lawns

## Athletic Field Activities

Location	Work Performed
Sports Complex/North Field	Repair on a mainline leak along the first base line and replaced a buried quick coupler
Sports Complex/North Field	Aerate/seed/topdress worn areas on athletic field/baseball infield
Sports Complex/North Field	Replace faulty gate valve on backflow
Sports Complex/South Field	Repair on a mainline leak and replaced damaged irrigation valve
Sports Complex/South Field	Replace burned out scoreboard lightbulbs
Sports Complex	Weekly painting of sports field lines
Sports Complex	Daily preparation of softball field for evening league
Sports Complex	Weekly lawn mowing of infields
McDougal Field	Fill in potholes/ruts for safety. Gopher mound removal
Sports Complex	Flushing of bathroom urinal drain lines for blockages
Nesbit Field	Repair to main water line along field edge
Barrett Field	Slit seeded turf with John Deere tractor attachment
Barrett Field	Cleared overgrowth of weeds from backstops/batting

**Parks and Recreation  
Monthly Report  
October 2014**



area/ballfield

## **Medians and R-O-W Activities**

<b>Location</b>	<b>Work Performed</b>
<b>Ralston Ave./Hallmark Dr.</b>	Repairs to damaged sprinklers from vehicle
<b>Ralston Ave./Cipriani Dr.</b>	Repairs to damaged sprinklers from vehicle
<b>Ralston Ave./Hiller Ave.</b>	Replacement of defective relief valve on the backflow for annual certification

## **Open Space Activities**

<b>Location</b>	<b>Work Performed</b>
<b>Water Dog Lake/Berry Trail</b>	Removed downed tree blocking trail
<b>Water Dog Lake/Berry Trail</b>	Limb up hazardous tree branches for safe accessibility along trail
<b>Lower Lake Loop Trail</b>	Clear culvert drain of mud and debris and restore proper drainage path to preserve trail usability.
<b>Lake Road</b>	Installation of fencing to prevent off road use/erosion control

## **Facilities Maintenance Activities**

<b>Location</b>	<b>Work Performed</b>
<b>Sports Complex</b>	Repair shades
<b>Sports Complex</b>	Replace burnt bulbs
<b>Sports Complex</b>	Replace faulty light timer
<b>Sports Complex</b>	Replace 5 exterior light ballasts
<b>Sports Complex</b>	Hang cork board
<b>Sports Complex</b>	Repair electrical panel door
<b>Sports Complex</b>	Reprogram Fire Alarm panel codes
<b>Sports Complex</b>	Repair leaking urinal
<b>Sports Complex</b>	Install cord reel
<b>Barrett Community Center</b>	Fix leaking sink
<b>Barrett Community Center</b>	Install audible alarm in studio
<b>Barrett Community Center</b>	Screw window shut
<b>Barrett Community Center</b>	Fix table cart
<b>Barrett Community Center</b>	Repair cracks in floor

**Parks and Recreation  
Monthly Report  
October 2014**



<b>Barrett Community Center</b>	Repair door hardware
<b>Barrett Community Center</b>	Unclog toilet
<b>Community Learning Center</b>	Repair window latch
<b>City Hall</b>	Replace numerous light bulbs
<b>City Hall</b>	Replace light ballast
<b>City Hall</b>	Clean vents
<b>Police Department</b>	Repair elevator
<b>Police Department</b>	Reprogram keypad to automatic garage door
<b>Police Department</b>	Repair HVAC issues
<b>Manor Building</b>	Repair Leaking pipe in basement
<b>Manor Building</b>	Repair light sensor
<b>Manor Building</b>	Repair running toilet
<b>Manor Building</b>	Repair running urinal
<b>Manor Building</b>	Install new toilet
<b>Manor Building</b>	Repair damaged wall
<b>Park Office</b>	Repair sink faucet
<b>Library</b>	Replace 6 light ballasts
<b>Library</b>	Replace two emergency ballasts
<b>Library</b>	Repair downspout
<b>Library</b>	Tighten 5 loose door hardwares
<b>TPS&amp;CC</b>	Repair light switch in closet
<b>TPS&amp;CC</b>	Repair cracking grout
<b>TPS&amp;CC</b>	Repair two faucets
<b>TPS&amp;CC</b>	Repair leaking kitchen faucet
<b>Corp Yard</b>	Pull cables for phone lines
<b>Fire Department</b>	Repair HVAC issue

**Planning and Community Development  
Monthly Council Report  
November 2014**

<b><i>PROJECT DESCRIPTION</i></b>	<b><i>STAFF</i></b>	<b><i>CURRENT/FUTURE ACTIONS</i></b>
<b>Long Range Planning</b>		
<p><b><u>2035 General Plan Update &amp; Belmont Village Plan</u></b></p> <p>This project involves a comprehensive update of the Belmont General Plan (GP) and will include a Belmont Village Downtown Plan. The GP serves as the guide for future social, physical, and economic development of the City. The GP is a long-term document consisting of goals, policies, written text and diagrams that expresses how a community should develop over time. The GP specifies locations for new businesses and residences, roads, parks, and other public infrastructure. The plan is a basis for land use decision-making in Belmont.</p>	<p>de Melo and Dyett &amp; Bhatia (D&amp;B) - GP Consultants</p>	<p>Website launched on 10/17, stakeholder interviews conducted on 10/23, City-wide newsletter mailed on 10/24, and first community-wide outreach meeting will be held 11/12. Dyett &amp; Bhatia currently preparing data/research of current GP policies/documents.</p>
<b>Complex Development Review</b>		
<p><b><u>Firehouse Square</u></b></p> <p>The City has entered into an Exclusive Negotiating Agreement (ENA) with Sares-Regis Group of Northern California (SRGNC) to determine if a development plan could be achieved for the City-owned parcels (approximately 1.3 acres in size) in the Firehouse Square Block - located between El Camino Real and Fifth Avenue, and O'Neill and Broadway Avenue.</p>	<p>de Melo Scoles Fil Rennie</p>	<p>Initial Neighborhood Outreach completed. Next steps include submission of development review application and crafting of potential Development Agreement (DA) terms. <b>Exclusive Negotiating Agreement extended for six months to March 2015.</b></p>
<p><b><u>Autobahn Motors Dealership Expansion – 700 Island Parkway</u></b></p> <p>Project entails demolition of existing dealership and construction of a new 57K sq. ft. Sales Facility/Showroom building. Some service operations will move to 500 Harbor Boulevard (HIA area) currently leased by Autobahn.</p>	<p>de Melo</p>	<p>Planning Commission and City Council approved Planned Development Amendment and project environmental study in May 2014. Detailed Development Plan, Grading Plan, and Design Review approved by Planning Commission at 10/7/14 meeting. <b>City Council approved Fence/Gate Plan at 10/28 meeting. Building Permit plan check currently under review.</b></p>

<p><b><u>576-600 El Camino Real – Proposed Mixed-Use (Commercial &amp; Residential) Development</u></b></p> <p>Project includes construction of a three story mixed-use building – 11,000 square feet of ground floor commercial space and 32 residential condominiums on the 2<sup>nd</sup> &amp; 3<sup>rd</sup> floors. An underground garage will serve the residential units and 32 at grade spaces will be provided for the commercial uses. The project includes an environmental study, Rezoning of the property to Planned Development (PD), and a Subdivision Map for the condominiums.</p>	de Melo	Planning Commission conducted public hearings on 9/2 & 9/16 for project entitlements and environmental study and recommended Council approval. <b>City Council approved subject entitlements on 10/14.</b>
<p><b><u>490 El Camino Real (at Davey Glen – Proposed Mixed-Use (Commercial &amp; Residential) Development</u></b></p> <p>Project includes construction of a multi-story mixed-use project – 5,000 square foot stand-alone single story commercial building and a separate four story building with 73 residential condominiums. An underground garage will serve the residential units and 20 at grade spaces will be provided for the commercial uses. The project includes an environmental study, Rezoning of the property to Planned Development (PD), and a Subdivision Map for the condominiums.</p>	de Melo & Contract Planning Firm	<b>Project currently under review by City Departments. Project Environmental Study preparation to commence on 12/1.</b>
<p><b><u>Crystal Springs Uplands School (CSUS) – 6-8 &amp; 10 Davis Drive</u></b></p> <p>Project entails construction of new 60,000 sq. ft. middle school to accommodate 240 students. Project includes a classroom building, and all-weather surface athletic field. A gymnasium &amp; covered pool is proposed in a later phase.</p>	DiDonato & de Melo	<b>Council authorized Service Agreement for EIR Environmental Consultant on 10/28. Public hearings for project anticipated in Fall 2015.</b>
<p><b><u>Clear Channel Outdoor (CCO) – Shoreway Road</u></b></p> <p>Project includes installation of a two-</p>	de Melo	<b>Consultant underway with preparation of environmental study.</b>

sided digital electronic billboard for the City's Shoreway Road Pump Station property.		
<b>Appeals</b>		
<b>Successor Agency Projects</b>		

**Items shown in bold face are new since last month.**

*Items shown in italics are scheduled for next CC or PC meeting.*



**PERMIT CENTER  
MONTHLY COUNCIL REPORT  
October 2014**

<b>PERMIT ACTIVITY</b>	<b>RESULTS</b>	<b>COMMENTS</b>
Development Review Applications Received	<b>7</b>	<b>Planning Division</b>
Development Review Applications Approved	<b>5</b>	<b>Planning Commission Review</b>
Permit Applications Received	<b>144</b>	<b>Building, Plumbing, Electrical &amp; Mechanical</b>
Permits Approved	<b>131</b>	<b>Inclusive of above</b>
Permits Issued	<b>125</b>	
Inspections Performed	<b>393</b>	<b>Building Division</b>
Revenue Generated	<b>\$398,456*</b>	<b>Development Services</b>
Department 210		

**\* Includes a payment of \$164,960 for environmental fees for CSUS**





# BELMONT POLICE DEPARTMENT



## Monthly Activity Report for October 2014

### PERSONNEL

- Two vacant Police Officer positions filled.
- Police Officer recruitment underway for last remaining vacancy.

### OPERATIONS

Arrests – 42

Citations – 524

Total Incidents – 2724

Reports Written – 164

Code Enforcement – Total Calls: 89, Admin Citations: 4, Warnings: 3

### COMMUNITY POLICING

Abandoned Vehicle Report: 37 complaints (32 resolved within 96 hours, 5 were not).

Child Safety Seats: Community Service Officers inspected 0 car seats.

### ADMINISTRATIVE ACTIVITIES

Chief DeSmidt attended meetings and participated in functions for:

- SMPCSA Meetings
- Mental Health Board Meeting
- Legislative Committee Conference Call
- Chief Massoni Retirement
- Notre Dame de Namur Alumni BBQ
- Save the Music
- Cops West
- CWI Meeting
- Notre Dame de Namur Partnership Meeting
- GTF Conference
- PHS Contract Committee Meeting
- Chief Azzopardi Badge Ceremony
- NFL Alumni Event speaker
- Speed Coaching
- Judges Night

Capt. Halleran attended meetings and participated in functions for:

- Op Cohesive Capability
- Monthly Red Cross Shelter Meeting
- MAC Training
- Ebola Preparation Efforts Meeting
- Coffee with a Cop
- Belmont CERT Meeting
- All Hands Meeting
- San Mateo Co. CERT Coordinators Meeting
- San Mateo Co. Emergency Managers Meeting
- CIT Academy #19
- Records and Communication Managers Meeting
- Park and Rec Facility Meeting
- Field Crisis Consultation Committee Meeting
- San Mateo Co. Health Services Ebola Update
- AT&T 911 Vendor Presentation
- RIMS21

Capt. Psaila attended meetings and participated in functions for:

- Code Enforcement meeting
- Big 5 Training
- Belmont/Redwood Shores Lockdown drill
- Meet with Police Officer Applicants
- Leadership Program
- Administrative Meetings
- Meetings with Sergeants
- Tactics Training Meetings

TRAINING		
NAME	DATE(S)	CLASS
R. Pitts	October 2, 2014	K-9 SWAT/SKIDDS Liability Training
J. Christman	October 2-4, 2014	SLI
R. Mechura	October 6-8, 2014	Advanced CTO
D. DeSmidt	October 6-9, 2014	Cops West
R. Collins	October 6-9, 2014	Radar/Lidar Operator
T. Psaila	October 10, 2014	Leadership Course
C. Hussey	October 14-17, 2014	RIMS Conference
J. Pardini	October 14-17, 2014	RIMS Conference
D. Friedman	October 14-15, 2014	Vehicle Ops
S. Nimau, B. Vogel, J. O'Connor M. Cecchi, C. Fischer	October 22-24, 2014	Gang Conference
P. Lotti	October 23-25, 2014	SLI
M. Thompson	October 27-31, 2014	Child Abuse
B. Vogel	October 27-30, 2014	CIT Academy

POLICE RESPONSE HIGHLIGHTS
<ul style="list-style-type: none"> <li>Belmont Patrol Officers and School Resource Officers, along with teachers from all Belmont Elementary schools, participated in a "Lockdown Drill" at Central School. The Lockdown Drill was part of an on-going training collaboration between Belmont Police and the Belmont/Redwood Shores School District.</li> <li>Belmont detectives identified a suspect who committed several burglaries and stole a vehicle in town.</li> <li>After nine cars were stolen from Autobahn Motors, Belmont Police Detectives worked jointly with the San Mateo County Vehicle Theft Task Force, the CHP and San Mateo Police in order to resolve the case, which resulted in the arrest of one subject and the recovery of all the stolen vehicles.</li> </ul>

# Belmont Fire Department



## Monthly Activity Report

For

October 2014

### Personnel

Retirements: None

Recruitments: The three Firefighter Recruits have completed nine weeks of the Fire Academy.

Promotions: None

### Operations

Emergency Response: For the month of October there were 240 requests for assistance as follows:

Incident Type	Total
Fire & Explosion	6
Rescue & Emergency Medical	156
Hazardous Condition	4
Service Call	25
Good Intent Call	34
False Call	14
Other Type of Situation Found	1
<b>Total</b>	<b>240</b>

Mutual Aid Received	22
Mutual Aid Extended	24

## **Community Outreach**

Administrative Battalion Chief Kent Thrasher attended meetings and participated in functions related to the following:

Cal Chiefs Conference \* SMT & SinC Meetings \* San Mateo Fire FACT Meeting \* Command Staff Meeting \* Fire Prevention Meeting \* Probationary Firefighter Committee Meeting \* Fire OPS Group Meeting \* IS Meetings on Wildland Urban Interface and Services Planning \* Fire Academy Testing \* FN6 Meeting \* City Council Meetings \* All Officers Meeting \* Fire Captain Peer Reviews \* Probationary Firefighters Academy Evaluations \* Peninsula Firefighters Burn Relay \* Grant Funding Meeting with County OES \* Fire Inspections Meeting with City Attorney \*

## **Fire Crews Outreach**

Fire Personnel provided the following outreach/education to the community:

San Mateo County Housing Authority Public Education Event \* NDNU Iron Chef Competition Event \* Engine Show & Tell at Gloria Dei Lutheran, Merry Moppett & Nesbit Elementary Schools \* Fox Elementary School Fun Run & Pancake Breakfast Event \* Peninsula Firefighters Burn Relay \* Homeview Neighborhood Halloween Parade \*

## **Training**

Fire Personnel attended the following training & exercise opportunities:

Rapid Intervention Crew (RIC) Training at 10 Davis Drive \* Live Fire Training Evolutions with Fire Academy \* Hazmat Training with Fire Academy \*

<b>Total Department Training Hours for Month</b>	108.75
<b>Average Training Hours by Shift for Month</b>	36.25

## **October Fire Prevention Activities**

<b>Activity</b>	<b>Total</b>
Business Annual Inspection/Re-Inspections	3
New Business License Inspections	6

Plan Reviews	6
Site Plan Reviews	6
Fire Inspections/Fire Finals	4
Training/Inspections with Belmont Building Inspector	96



**Engineering Monthly Report  
Public Works Department  
November 14, 2014**

**PUBLIC WORKS STORM PROJECTS**

PROJECT	PROJECT MANAGER	CURRENT ACTION	NEXT ACTION	COMMENTS
<b>Ralston and Harbor Pump Station Lid Replacement Project</b>	Gilbert Yau	Construction started in August. Contractor removed existing lid and placed temporary steel plates in place. A new lid has been ordered for installation.	Install new lids.	This project replaced 4 concrete lids at the Ralston and Harbor Storm Pump Stations.
<b>Hillman Ave &amp; Ruth Ave Street and Storm Drain Improvement</b>	Gilbert Yau	Consultant prepared detailed plans for the detention system at Ruth Avenue. Staff is working with the City of San Mateo to study impact to their downstream facilities.	<b>On Hold-</b> Complete the design of the detention system and evaluate alternatives to reduce cost. Staff continues to look for grant opportunities to fund improvements.	The total estimated cost for all drainage and road improvement is estimated at \$7.0 million.
<b>Marsten Ave Storm Drain Repair</b>	Gilbert Yau	Trinet Construction completed construction work.	Finalize documents for close-out.	Repair damaged storm drain pipe on the slope adjacent to Marsten Avenue at Lori Drive.

## PUBLIC WORKS STREET PROJECTS

PROJECT	PROJECT MANAGER	CURRENT ACTION	NEXT ACTION	COMMENTS
<b>2014 Pavement Maintenance</b>	Dalia Manaois	Construction substantially complete.	Complete punchlist.	Project will slurry seal various streets within the City as part of the pavement preservation program.
<b>2015 Pavement Reconstruction Project</b>	Dalia Manaois	Completion of technical studies for environmental clearance. Held public input meeting on October 15, 2014.	Incorporate public input into final design.	Project includes \$534k in federal funds and \$150k in Measure A Grant funds.
<b>Old County Road Street Lighting (Phase II)</b>	Gilbert Yau	Staff developed the street light fixture standard plan and continues coordination with PG & E for the design. Staff met with PG & E to develop plans based on the allocated funds.	Prepare Right-Of-Way Certification. Working with PG & E for the design and boundary map revision to accommodate the allocated funds.	Project to underground overhead utilities along Old County Road utilizing Rule 20A fund. The lack of RDA funding will require other fund sources to construct streetlight related improvements (City funded).
<b>Old County Road Pedestrian/Bike Project</b>	Gilbert Yau	Consultant started field survey and preparation of preliminary plans. Staff is preparing environmental studies for submission to CalTrans.	Complete survey and design. Submit environmental studies to CalTrans.	Project scope of work includes installation of new sidewalk to fill in gaps; install ADA compliant driveways and new bike facilities.
<b>Ralston &amp; Highway 101 Landscape project.</b>	Gilbert Yau	City and Redwood City need to reach an agreement on design and construction of improvements.	Project on hold.	Landscaping design will need to be modified based on available budget.
<b>Ralston Avenue Pedestrian Improvement Project</b>	Gilbert Yau	Consultant started field survey and preparation of preliminary plans. Staff is preparing environmental studies for submission to CalTrans.	Complete survey and design. Submit environmental studies to CalTrans.	Project to install new sidewalk along Ralston Avenue between South Road and NDNU entrance; relocate existing retaining walls.



## PUBLIC WORKS SEWER PROJECTS

PROJECT	PROJECT MANAGER	CURRENT ACTION	NEXT ACTION	COMMENTS
<b>Sewer Force Main Evaluation</b>	Bozhena Palatnik	Conduct fatigue analysis and wall assessments of non-metallic pipes.	Analyzing results of the inspection and prepare a condition assessment report.	This project includes evaluation and condition assessment of the city's existing sewer force mains.
<b>Ralston Avenue Sewer Main Improvement Project- Phase 1</b>	Bozhena Palatnik	The Notice to Proceed has been issued. Construction started on November 3, 2014. Residents, businesses and schools in the vicinity of construction have been notified.	Construction will take 40 working days. Traffic control will be in place with some traffic delays anticipated.	This project will replace the sewer main on Ralston Avenue between Notre Dame Avenue and South Road.

## PUBLIC WORKS DEVELOPMENT

PROJECT	STAFF	CURRENT ACTION	NEXT ACTION	COMMENTS
<b>Public Works Permits</b>	Diane Lynn	# of Engineering Permits issued: 37 # of Inspections assigned: 145	Ongoing	

DEPARTMENT OF PUBLIC WORKS

**Citizen Requests and Response Time Log**  
**October**

Citizen Concern	Total Requests	1 Hour	24 hrs	24hrs- Week	Scheduled	OverTime	Comments
Debris Pick-up	2	1	1				
Emergency Sewer Calls -after hours							
Emergency Storm Drain Calls-after hours							
Emergency Sewer Pump Station							
Graffiti/Vandalism							
Illicit Discharge							
Public Inquiry	7	3	4				
Sewer Repair							
Sewer Lateral/PLCO	27	26	1				
Sewer Overflow							
Sidewalk	2			2			
Storm Drain							
Street Light	13	4	6	3			
Street Maintenance/ Potholes	9	1	3	5			
Street Signs							
Street Sweeping							
Traffic Signals	10	1	2	7			
Weeds/ shrubs/trees (within ROW)	2			2			
Storm Related Call							
Recology Calls	3	3					
<b>Total Requests/turn around time</b>	<b>75</b>	<b>39</b>	<b>17</b>	<b>19</b>	<b>0</b>		
<b>Percentage</b>		<b>52%</b>	<b>23%</b>	<b>25%</b>	<b>0%</b>		
Previous Month's Total	<b>69</b>	<b>41</b>	<b>7</b>	<b>18</b>	<b>3</b>		
Previous Month's Percentage		<b>59%</b>	<b>10%</b>	<b>26%</b>	<b>4%</b>		

**Public Works Department- Preventative Maintenance**

Preventative Maintenance	Total #	Unit
Sewer Line Cleaning Footage	12,602	feet
Storm Line Cleaning Footage	1,500	feet
Sewer Video Inspection Footage	4,721	feet
Storm Drain Video Inspection Footage	0	feet
Curb Miles Swept - mileage	425	miles
Vehicle Preventative Maintenance	28	vehicles
Vehicle Repairs	32	vehicles



Peninsula Humane Society & SPCA

12 Airport Blvd  
San Mateo, CA 94401  
650/340.7022

## Shelter Services Report

Jurisdiction: BELMONT for the period of 9/1/2014 to 9/30/2014.

Dogs	2	0.74%	The numbers to the left are the number of animals outcomed for this jurisdiction.
Cats	6	1.69%	
Other	4	4.65%	
Wildlife	15	2.31%	The percentages to the left are percentages of the total number of animals outcomed from all jurisdictions combined.
<b>Total</b>	<b>27</b>	<b>1.99%</b>	

	Dogs		Cats		Other		Wildlife		Total	
Stray	2	100.00%	5	83.33%	2	50.00%	15	100.00%	24	88.89%
Owned	0	0.00%	1	16.67%	2	50.00%	0	0.00%	3	11.11%
Other Agency	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%

Adopted	0	0.00%	1	25.00%	3	100.00%	0	0.00%	4	28.57%
RTO - Release - Transfer	2	100.00%	2	50.00%	0	0.00%	1	20.00%	5	35.71%
Euth: Healthy	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%
Euth: Treatable	0	0.00%	0	0.00%	0	0.00%	1	20.00%	1	7.14%
Euth: Untreatable	0	0.00%	1	25.00%	0	0.00%	3	60.00%	4	28.57%

DOA - Died	0	0.00%	1	50.00%	1	100.00%	10	100.00%	12	92.31%
Owner Requested Euthanasia	0	0.00%	1	50.00%	0	0.00%	0	0.00%	1	7.69%



Peninsula Humane Society & SPCA

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## Field Services Report

Jurisdiction: **BELMONT** for the period of 9/1/2014 to 9/30/2014.

The percentages listed show the percentage of PHS's work in **BELMONT** that call type represents.

### Total Activities for jurisdiction BELMONT

32

Sick/Injured Animal Calls	31.25%	10
Dead Animal Calls	25.00%	8
Confined Dogs/Cats/Other Domestic Animals	9.38%	3
Aggressive Animal Complaint	6.25%	2
Assist Police/Fire	6.25%	2
Municipal Code Complaint	6.25%	2
Quarantines of Dogs/Cats/Other Domestic Animals	6.25%	2
Animal Rescue Calls (e.g. Large Animals/Drain/Fireplace/Etc.)	3.13%	1
Misc. Service (e.g. Health Dept Rabies Testing/Fuel)	3.13%	1
Stray Animal Calls	3.13%	1
Aggressive Animal Calls	0.00%	0
Assist Public	0.00%	0
Field Euthanasias	0.00%	0
Field Returns of Domestic Animals	0.00%	0
Owner Surrender Calls of Live/Dead Animals	0.00%	0
Property Inspections	0.00%	0
Protective Custody	0.00%	0
Traffic Hazard Animal Calls	0.00%	0
Transport Animal/Trap/Other	0.00%	0

\* As a reminder, the county contract excludes welfare checks and animal cruelty investigations, which are paid for by donations.



Peninsula Humane Society & SPCA

12 Airport Blvd  
San Mateo, CA 94401  
650/340.7022

## Shelter Services Report

Jurisdiction: **ALL JURISDICTIONS** for the period of **9/1/2014 to 9/30/2014**.

Dogs	270	100.00%	The numbers to the left are the number of animals outcomed for this jurisdiction.
Cats	354	100.00%	
Other	86	100.00%	
Wildlife	648	100.00%	The percentages to the left are percentages of the total number of animals outcomed from all jurisdictions combined.
<b>Total</b>	<b>1,358</b>	<b>100.00%</b>	

	Dogs		Cats		Other		Wildlife		Total	
Stray	173	64.07%	292	82.49%	49	56.98%	580	89.51%	1,094	80.56%
Owned	94	34.81%	57	16.10%	34	39.53%	0	0.00%	185	13.62%
Other Agency	3	1.11%	5	1.41%	3	3.49%	68	10.49%	79	5.82%

Adopted	84	41.38%	150	64.66%	68	90.67%	0	0.00%	302	37.99%
RTO - Release - Transfer	96	47.29%	24	10.34%	2	2.67%	90	31.58%	212	26.67%
Euth: Healthy	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%
Euth: Treatable	0	0.00%	0	0.00%	0	0.00%	10	3.51%	10	1.26%
Euth: Untreatable	23	11.33%	58	25.00%	5	6.67%	185	64.91%	271	34.09%

DOA - Died	18	26.87%	102	83.61%	8	72.73%	363	100.00%	491	87.21%
Owner Requested Euthanasia	49	73.13%	20	16.39%	3	27.27%	0	0.00%	72	12.79%



Peninsula Humane Society & SPCA

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## Field Services Report

Jurisdiction: **ALL JURISDICTIONS** for the period of **9/1/2014 to 9/30/2014**.

The percentages listed show the percentage of PHS's work in **ALL JURISDICTIONS** that call type represents.

<b>Total Activities for jurisdiction ALL JURISDICTIONS</b>	<b>1,403</b>	
Dead Animal Calls	20.67%	290
Sick/Injured Animal Calls	17.68%	248
Quarantines of Dogs/Cats/Other Domestic Animals	12.62%	177
Misc. Service (e.g. Health Dept Rabies Testing/Fuel)	9.76%	137
Confined Dogs/Cats/Other Domestic Animals	8.48%	119
Stray Animal Calls	7.27%	102
Municipal Code Complaint	5.27%	74
Aggressive Animal Complaint	4.85%	68
Property Inspections	3.35%	47
Animal Rescue Calls (e.g. Large Animals/Drain/Fireplace/Etc.)	2.71%	38
Aggressive Animal Calls	1.14%	16
Traffic Hazard Animal Calls	1.14%	16
Assist Public	1.07%	15
Field Euthanasias	1.07%	15
Field Returns of Domestic Animals	0.78%	11
Protective Custody	0.78%	11
Assist Police/Fire	0.71%	10
Transport Animal/Trap/Other	0.50%	7
Owner Surrender Calls of Live/Dead Animals	0.14%	2

\* As a reminder, the county contract excludes welfare checks and animal cruelty investigations, which are paid for by donations.

# Breakdown Report – San Mateo Co, CA

Activity from 9/1/14 through 9/30/14

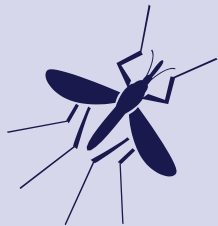
Zip/Jurisdiction	Total Revenue	Dog		Cat		No Fee	License Total	Replacement & Transfer	Late Fees	Misc Revenue	Except
		1-Year	3-Year	1-Year	3-Year						
ATHERTON	\$624.00	23	4	2	0	0	29	0	3	1	4
		\$275.00	\$220.00	\$10.00	\$0.00	\$0.00	\$505.00	\$0.00	\$60.00	\$1.00	\$58.00
BELMONT	\$3,924.50	81	25	57	1	0	164	3	28	6	29
		\$1,570.00	\$1,122.00	\$335.00	\$17.50	\$0.00	\$3,044.50	\$24.00	\$417.00	\$44.00	\$395.00
BRISBANE	\$496.00	16	3	2	0	0	21	0	3	1	3
		\$207.00	\$181.00	\$14.00	\$0.00	\$0.00	\$402.00	\$0.00	\$60.00	\$5.00	\$29.00
BURLINGAME	\$3,863.50	119	16	7	1	1	144	0	24	4	13
		\$2,160.00	\$816.00	\$31.00	\$17.50	\$0.00	\$3,024.50	\$0.00	\$480.00	\$36.00	\$323.00
COLMA	\$158.00	5	0	0	0	0	5	0	3	0	0
		\$98.00	\$0.00	\$0.00	\$0.00	\$0.00	\$98.00	\$0.00	\$60.00	\$0.00	\$0.00
COUNTY	\$5,298.50	172	20	60	1	2	255	0	43	10	40
		\$2,869.00	\$812.00	\$294.00	\$11.25	\$0.00	\$3,986.25	\$0.00	\$717.00	\$102.00	\$493.25
DALY CITY	\$4,611.25	143	21	7	1	1	173	2	22	5	28
		\$2,628.00	\$795.00	\$45.00	\$11.25	\$0.00	\$3,479.25	\$16.00	\$427.00	\$20.00	\$669.00
EAST PALO ALTO	\$545.00	14	3	2	0	0	19	1	2	0	0
		\$388.00	\$97.00	\$12.00	\$0.00	\$0.00	\$497.00	\$8.00	\$40.00	\$0.00	\$0.00
FOSTER CITY	\$3,042.00	104	14	3	0	0	121	1	16	2	13
		\$1,779.00	\$603.00	\$21.00	\$0.00	\$0.00	\$2,403.00	\$8.00	\$320.00	\$21.00	\$290.00
HALF MOON BAY	\$1,819.25	54	7	12	1	1	75	0	9	5	13
		\$960.00	\$225.00	\$65.00	\$11.25	\$0.00	\$1,261.25	\$0.00	\$167.00	\$47.00	\$344.00
HILLSBOROUGH	\$2,106.00	68	12	14	0	0	94	0	10	3	11
		\$1,153.00	\$536.00	\$87.00	\$0.00	\$0.00	\$1,776.00	\$0.00	\$174.00	\$39.00	\$117.00
MENLO PARK	\$1,893.00	53	14	4	2	0	73	1	9	3	7
		\$854.00	\$600.00	\$24.00	\$35.00	\$0.00	\$1,513.00	\$0.00	\$180.00	\$91.00	\$109.00
MILLBRAE	\$1,748.00	51	14	10	0	0	75	0	5	3	6
		\$828.00	\$636.00	\$24.00	\$0.00	\$0.00	\$1,488.00	\$0.00	\$100.00	\$13.00	\$147.00
OTHER	\$20.00	1	0	0	0	0	1	0	0	0	0
		\$20.00	\$0.00	\$0.00	\$0.00	\$0.00	\$20.00	\$0.00	\$0.00	\$0.00	\$0.00
PACIFICA	\$5,607.00	166	30	10	0	1	207	1	35	3	33
		\$3,015.00	\$1,131.00	\$57.00	\$0.00	\$0.00	\$4,203.00	\$8.00	\$700.00	\$15.00	\$681.00
PORTOLA VALLEY	\$953.00	21	7	8	0	0	36	0	4	2	4
		\$411.00	\$321.00	\$46.00	\$0.00	\$0.00	\$778.00	\$0.00	\$67.00	\$30.00	\$78.00



# Breakdown Report – San Mateo Co, CA

Activity from 9/1/14 through 9/30/14

Zip/Jurisdiction	Total Revenue	Dog		Cat		No Fee	License Total	Replacement & Transfer	Late Fees	Misc Revenue	Except
		1-Year	3-Year	1-Year	3-Year						
REDWOOD CITY	\$8,707.00	242	41	87	5	4	379	0	64	7	52
		\$4,249.00	\$1,941.00	\$504.00	\$92.00	\$0.00	\$6,786.00	\$0.00	\$1,046.00	\$44.00	\$831.00
SAN BRUNO	\$3,159.00	88	17	7	0	1	113	0	16	6	16
		\$1,744.00	\$668.00	\$28.00	\$0.00	\$0.00	\$2,440.00	\$0.00	\$320.00	\$85.00	\$314.00
SAN CARLOS	\$3,639.00	124	22	20	0	0	166	0	19	2	15
		\$2,036.00	\$899.00	\$109.00	\$0.00	\$0.00	\$3,044.00	\$0.00	\$341.00	\$7.00	\$247.00
SAN MATEO	\$11,236.50	308	51	118	6	2	485	2	81	12	82
		\$5,613.00	\$2,194.00	\$688.00	\$92.50	\$0.00	\$8,587.50	\$16.00	\$1,282.00	\$40.00	\$1,311.00
SOUTH SAN FRAN	\$5,196.00	156	30	3	0	0	189	0	22	6	25
		\$2,860.00	\$1,344.00	\$21.00	\$0.00	\$0.00	\$4,225.00	\$0.00	\$440.00	\$37.00	\$494.00
WOODSIDE	\$1,032.25	32	4	5	1	0	42	2	3	1	4
		\$634.00	\$220.00	\$33.00	\$11.25	\$0.00	\$898.25	\$16.00	\$60.00	\$2.00	\$56.00
TOTAL REGISTRATIONS		2,041	355	438	19	13	2,866	13	421	82	398
		\$36,351.00	\$15,361.00	\$2,448.00	\$299.50	\$0.00	\$54,459.50	\$96.00	\$7,458.00	\$679.00	\$6,986.25
TOTAL REVENUE										\$69,678.75	



# District Report:

## October 2014

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Laboratory staff test chickens from the sentinel flock for West Nile Virus. November 4 is the last day in 2014 the chickens will be tested.

### District News

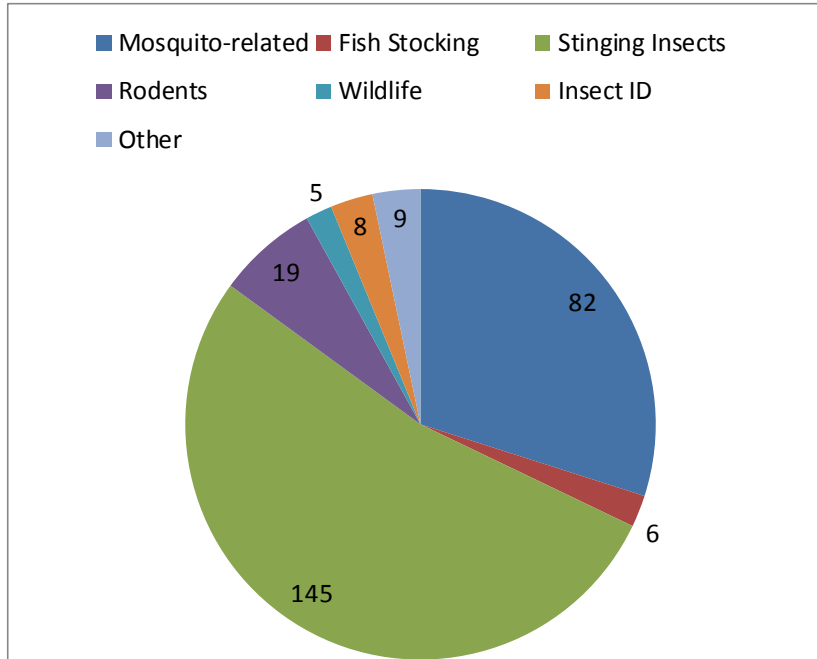
- In October, two birds collected in Pacifica tested positive for West Nile Virus, but mosquitoes collected in these areas subsequently tested negative. No mosquito samples tested positive for West Nile Virus in October.
- On Oct. 7th, the Public Health Education and Outreach Officer presented to the East Palo Alto City Council on the current status of West Nile Virus in San Mateo County.
- On Oct. 9th and again on Oct. 23rd, the Public Health Education and Outreach Officer, as well as the Interim Manager, met with web developers from Digital Deployment to discuss progress on the new District website. The new website is expected to launch in January 2015.
- The Environmental and Public Outreach Committee of the Board of Trustees met on Oct. 22nd to choose the design for the new District logo.
- District staff attended the MVCAC Quarterly Meeting in Sacramento on Oct. 22-24. Public Health Education and Outreach Officer Megan Caldwell was appointed to the MVCAC Public Relations Committee.
- On Oct. 27th, the District held a Public Information Session on the threat of West Nile Virus in San Mateo County. Speakers included the District's Assistant Manager Brian Weber, John Holick from Central Life Sciences, and Dr. D. Scott Smith from Stanford University School of Medicine.
- Laboratory staff will provide instruction to students at Ravenswood City School District on Dec. 8th and 9th.
- District offices will be closed November 27th and 28th, December 23rd through 26th, and January 1st and 2nd in observance of upcoming holidays.

The District asks residents to report dead birds or tree squirrels at <http://westnile.ca.gov>. Specimens that appear to have been dead for less than 24 hours and are in good condition will be tested for West Nile Virus.

## San Mateo County Mosquito and Vector Control District

### Service Requests and Acres Treated

#### Number of Service Requests in September

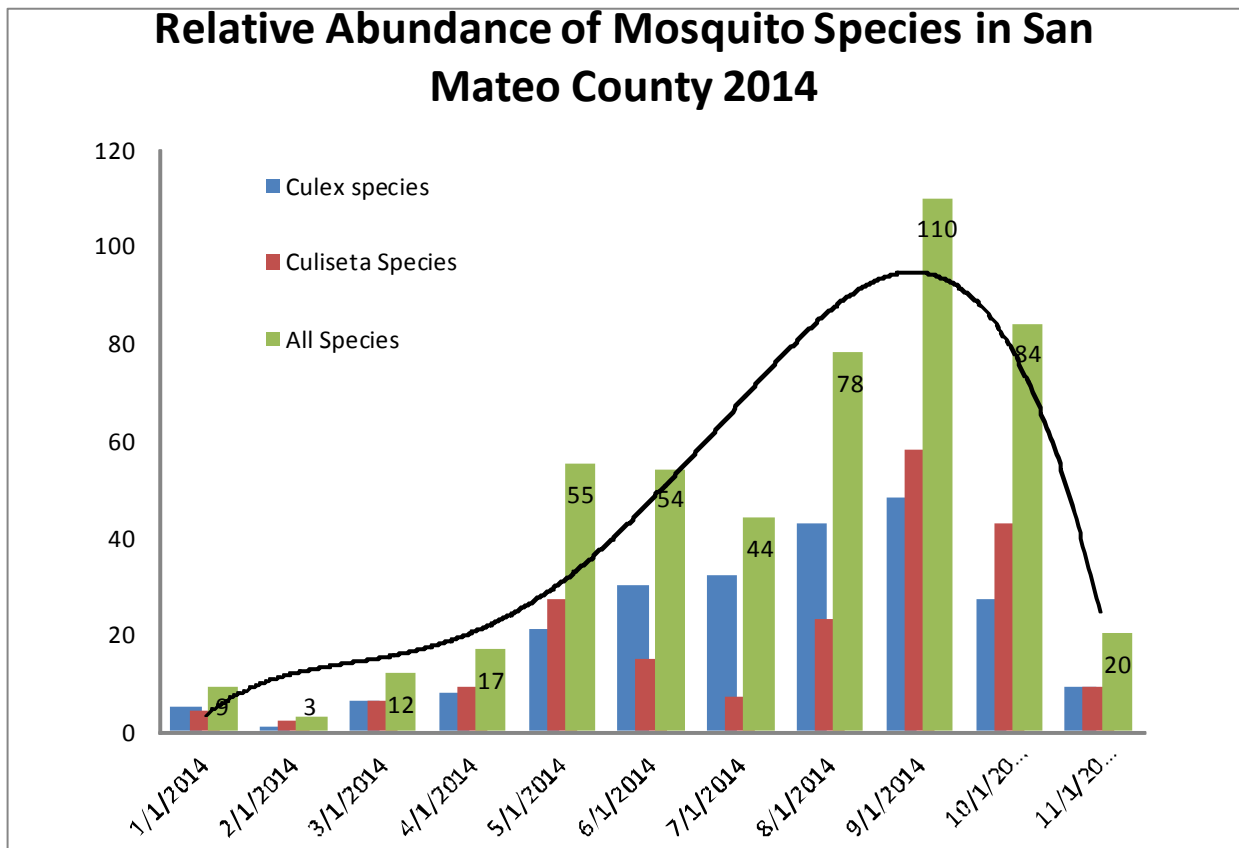


#### Number of acres treated

Source Type	August	September
Marshes and Impounds	66.91	6.15
Catch basins	20.52	0.89
Other	1.81	0.25
Ditches and Drainlines	0.62	0.13
Backyard Ponds	0.21	0.13
H2O under bldgs	0.15	0.17
Swim Pools	0.11	22.78
Vaults	0.06	2.73
Misc Containers	0.05	0.64
<b>Total</b>	<b>90.45</b>	<b>33.87</b>

### New Jersey Light Traps

#### Relative Abundance of Mosquito Species in San Mateo County 2014



## San Mateo County Mosquito and Vector Control District

### West Nile Virus Surveillance

#### SEASONAL TOTALS OF POSITIVE MOSQUITO POOLS – 2014

STREET	CITY	ZIP CODE	TEST DATE	FOGGING DATE	% REDUCTION
Claremont St	San Mateo	94401	June 19, 2014	June 19, 2014	77%
Ladera Oaks	Portola Valley	94028	July 18, 2014	July 21, 2014	97%
Ellsworth Ct	San Mateo	94401	July 18, 2014	July 21, 2014	99%
Ellsworth Ct	San Mateo	94401	July 23, 2014	July 28, 2014	79%
Birch Ave	San Mateo	94402	July 26, 2014	July 30, 2014	98%
Eisenhower St	San Mateo	94403	July 29, 2014	July 30, 2014	98%
Robert Dr.	Menlo Park	94025	August 06, 2014	August 11, 2014	86%
End of Louise	Menlo Park	94025	August 06, 2014	August 11, 2014	86%
Webb Ranch	Portola Valley	94028	August 08, 2014	N/A	
Webb Ranch	Portola Valley	94028	August 08, 2014	N/A	
Clay Park	South San Francisco	94080	August 11, 2014	August 19, 2014	78%
Hacker Way	E Menlo Park	94025	August 22, 2014	August 24, 2014	98%
Haven Ave	Redwood City	94063	August 29, 2014	September 2, 2014	89%
Boothbay Ave	Foster City	94404	September 16, 2014	September 18, 2014	91%
Biscayne Ave	Foster City	94404	September 16, 2014	September 18, 2014	91%

#### SEASONAL TOTALS OF POSITIVE BIRDS – 2014

STREET	CITY	ZIP CODE	BIRD SPECIES	TEST DATE
Cedar St.	San Carlos	94070	American Crow	4-Jun-14
Berenda Way	Portola Valley	94028	Blue Jay	9-Jul-14
Oak Hollow Way	Menlo Park	94025	American Crow	17-Jul-14
El Camino Real	San Mateo	94401	American Crow	21-Jul-14
Shoreline Dr.	San Mateo	94404	American Crow	25-Jul-14
Politzer Dr.	Menlo Park	94025	American Crow	4-Aug-14
Andeta Way	Portola Valley	94028	American Crow	4-Aug-14
Longford Dr.	S. San Francisco	94080	House Finch	15-Aug-14
Hermosa Way	Menlo Park	94025	Blue Jay	27-Aug-14
Cotton St.	Menlo Park	94025	American Crow	4-Sep-14
City Park	San Bruno	94066	Hawk	5-Sep-14
Lyme Lane	Foster City	94404	American Crow	11-Sep-14
Lyme Lane	Foster City	94404	American Crow	11-Sep-14
Hacker Way	Menlo Park	94025	Sparrow	11-Sep-14
E. Bayshore Rd.	Redwood City	94063	Bluebird	16-Sep-14
Biscayne Ave.	Foster City	94404	House Finch	23-Sep-14
Tioga Way	Pacifica	94044	American Crow	6-Oct-14
Oceana Blvd.	Pacifica	94044	American Crow	14-Oct-14

## San Mateo County Mosquito and Vector Control District

### West Nile Virus Risk Assessment

The West Nile Risk Assessment Rating for San Mateo County is currently 2.3

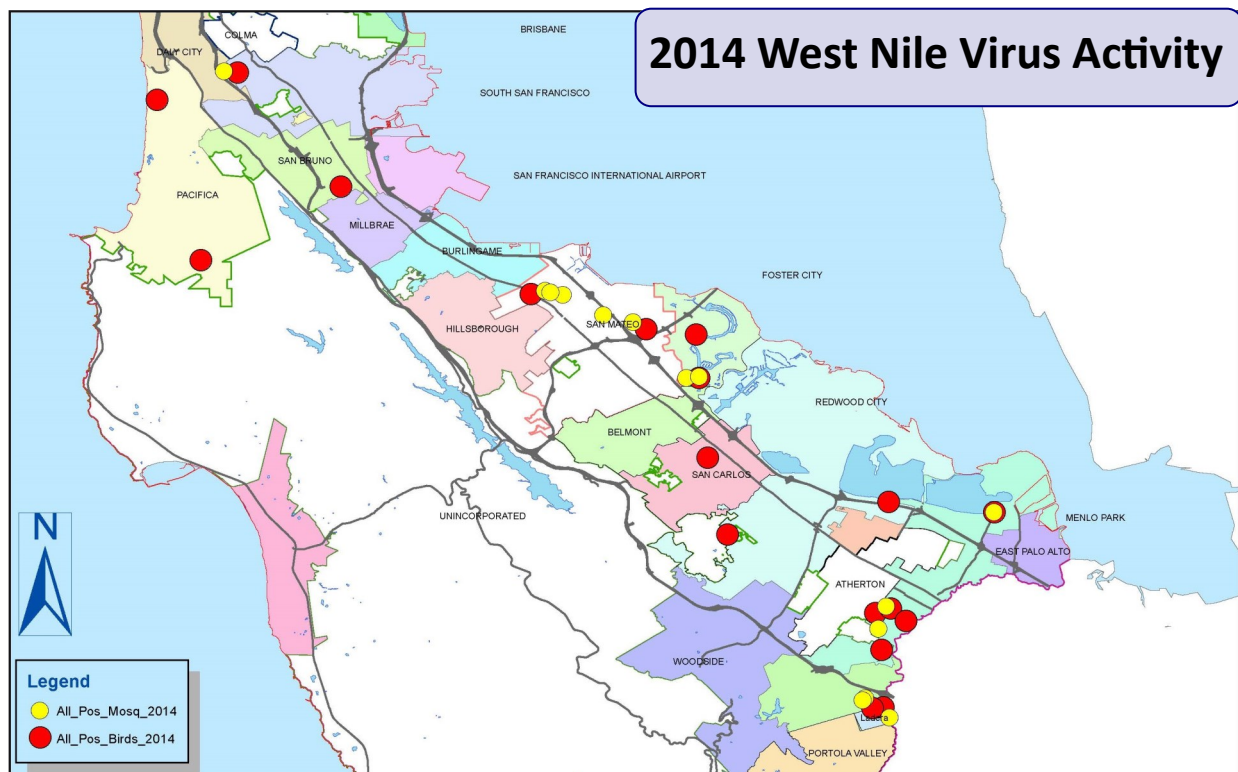
	2014-01-15	2014-01-31	2014-02-15	2014-02-28	2014-03-15	2014-03-31	2014-04-15	2014-04-30	2014-05-15	2014-05-31	2014-06-15	2014-06-30	2014-07-15	2014-07-31	2014-08-15	2014-08-31	2014-09-15	2014-09-30	2014-10-15	2014-10-31
Risk	1	1	1	1	1	1	1	1.7	1.7	1.5	2	2.2	2	3	3	2.6	2.2	3.5	2.5	2.3
Environment	1	1	1	1	1	1	1	2	2	2	2	2	2	3	2	2	2	2	3	2
Abundance									1		1		1	1	1	1				
Infection												3	1	5	5	4	1	5	1	1
Seroconversion								1	1	1	1	2	2	2	2	2	2	2	2	2
Dead Bird	1	1	1	1	1	1	1	2	2	2	3	3	3	4	5	4	5	5	4	4

The California Department of Public Health generates a risk assessment level ranging from 1-5 for West Nile Virus (WNV). The risk level is determined by analyzing a combination of data on mosquitoes and infection rates gathered by the District, weather patterns and the state WNV hotline. The risk levels are explained as:

**Risk Rating 1.0—2.5** *Normal Season, "No Alert Level":* regular district operations

**Risk Rating 2.6—4.0** *Emergency Planning, "Alert Level":* enhanced larval detection and control, public health officials notified, increased disease surveillance, more public outreach

**Risk Rating 4.1-5.0** *Epidemic Conditions, "Emergency Level":* full media campaign, physicians and veterinarians alerted, detection and investigations of human cases, continue enhanced larval surveillance and control





## Drought and West Nile Virus

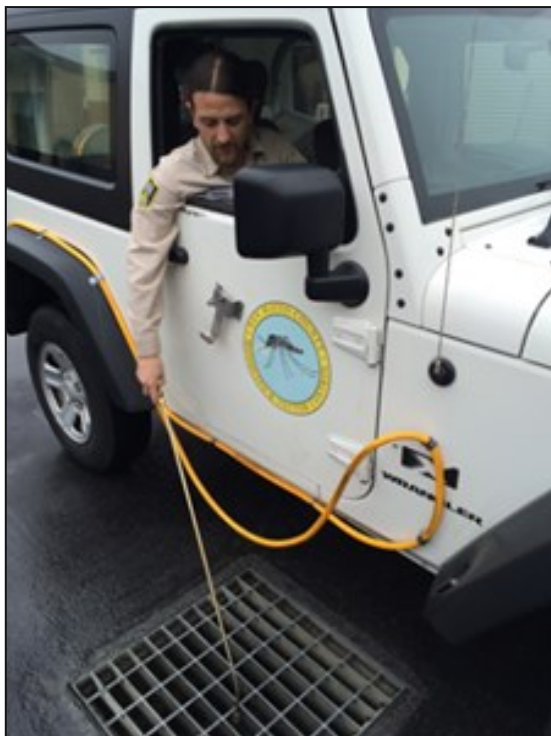
Think California's unprecedented drought will help with the fight against West Nile Virus? Think again: historically, levels of West Nile Virus have been higher in drought years, and this year is no exception.

One factor that may be responsible for this effect is the overall decrease in number of water sources available to birds and mosquitoes. According to Vicki Kramer, Chief of Vector-Borne Disease at California Department of Public Health, "When we have less water, birds and mosquitoes are seeking out the same water sources, and therefore are more likely to come in to closer proximity to one another, thus amplifying the virus."

Lower water levels may also promote West Nile Virus activity by creating stagnant areas where water once flowed freely. For example, many creeks are reduced to a few pools of standing water, providing areas ideal for mosquito larvae. Man-made sources may also breed more mosquitoes; San Mateo County Mosquito and Vector Control District's catch basin program is projected to continue a month longer this year than usual to address this problem.



Standing water, like this local creek bed, is an ideal habitat for mosquito larvae.



The District's catch basin program is projected to continue a month longer this year than usual due to the drought.

While water conservation is important, drought-conscious residents may be inadvertently contributing to mosquito problems through the use of storm water collection and storage systems. Unless properly screened, these systems provide a regular source of standing water where mosquitoes can breed. Fortunately, the City-County Association of Governments of San Mateo and Bay Area Water Supply and Conservation Agency have partnered with San Mateo County Mosquito and Vector Control District to overcome this problem, offering a rebate to homeowners who purchase and properly install screened rain barrels. Applicants receive information about mosquito control and District services, while District technicians are provided with a list of newly-installed rain barrels so that they can be regularly inspected for mosquito larvae.

While mosquitoes and West Nile Virus are at the forefront of many residents' minds, the drought can also increase incidences of residents coming into contact with another vector: rodents. During droughts, rats and mice can become desperate in their attempts to find water sources, leading them to enter homes and take other risks. Residents are reminded that access to water sources may attract rodents to a property.

# San Mateo County Mosquito and Vector Control District

## District Balance Sheet - Consolidated Funds as of September 30, 2014

	<u>Sep 30, 2014</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
1010 · Cash	5,525,242
1010A01 · Cash-VCJPA Property Contingency	36,595
1010A02 · Cash-VCJPA Member Contingency	320,324
1020 · Cash - Petty Cash	400
<b>Total Checking/Savings</b>	<u>5,882,561</u>
<b>Accounts Receivable</b>	
1012 · 1012 · Accounts Receivable-001	83,713
<b>Total Accounts Receivable</b>	<u>83,713</u>
<b>Other Current Assets</b>	
1120 · Inventory - Pesticides	120,187
<b>Total Other Current Assets</b>	<u>120,187</u>
<b>Total Current Assets</b>	<u>6,086,460</u>
<b>TOTAL ASSETS</b>	<u><u>6,086,460</u></u>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Accounts Payable</b>	
4300-1 · 4300-1 · Accounts Payable	60,466
<b>Total Accounts Payable</b>	<u>60,466</u>
<b>Credit Cards</b>	
US Bank Credit Card	-
<b>Total Credit Cards</b>	<u>-</u>
<b>Total Current Liabilities</b>	<u>60,466</u>
<b>Total Liabilities</b>	60,466
<b>Equity</b>	
32000 · Retained Earnings	6,983,607
Net Income	(957,612)
<b>Total Equity</b>	<u>6,025,995</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><u>6,086,460</u></u>



# San Mateo County Mosquito and Vector Control District

## District Profit & Loss - Consolidated Funds for the month ended September 30, 2014

		September-14				Year to Date			
		MTD Actuals	MTD Budget	MTD (Over) / Under	% of Budget	YTD Actuals	YTD Budget	YTD (Over) / Under	% of Budget
<b>REVENUES</b>									
1021	Prop. taxes, current, secured	0	0	0	0%	0	0	0	0.0%
1024	PY Secured Rede	0	0	0	0%	0	0	0	0.0%
1031	Prop. taxes, current unsecured	0	0	0	0%	0	0	0	0.0%
1033	Prop. taxes, prior, unsecured	0	0	0	0%	0	0	0	0.0%
1041	Prop taxes CYsecured SB 813	0	850	850	0.0%	2,202	1,700	(502)	130%
1042	Prop taxes CYunsecured SB 813	0	0	0	0%	0	0	0	0.0%
1043	PY SB 813 REDEM	0	0	0	0%	0	0	0	0.0%
1045	Prop. taxes unsecured SB 813	0	0	0	0%	0	0	0	0.0%
1831	Homeowner Prop	0	0	0	0%	0	0	0	0.0%
1046	1046 - ERAF Rebate	0	0	0	0%	0	0	0	0.0%
1521	Interest Earned	0	1,600	1,600	0.0%	9,902	9,900	(2)	100%
2031	Benefit Assessment	0	0	0	0%	0	0	0	0.0%
2439	Mosquito Control Tax	0	0	0	0%	0	0	0	0.0%
2451	Service Abatement Income	32,696	38,418	5,722	85%	116,425	148,005	31,580	79%
2647	Misc Refunds/RDA/RPTTF	0	10,000	10,000	0%	0	12,500	12,500	0.0%
2658-11	VCJPA-Misc Income	0	0	0	0%	0	0	0	0.0%
2658	Other	5,077	100	(4,977)	5077%	182,577	3,100	(179,477)	5890%
<b>Revenue Total:</b>		<b>37,774</b>	<b>50,968</b>	<b>13,195</b>	<b>74%</b>	<b>311,107</b>	<b>175,205</b>	<b>(135,901)</b>	<b>178%</b>
<b>EXPENDITURES</b>									
<b>Salary &amp; Benefits</b>									
4111	Regular Full Time	121,257	132,359	11,102	92%	374,837	463,255	88,418	81%
4115	Severance Pay	74,671	0	(74,671)	0%	74,671	0	(74,671)	0%
4161	Regular Part Time	27,022	34,560	7,539	78%	84,644	120,960	36,316	70%
4311	Social Security	1,787	2,279	492	78%	5,558	7,772	2,214	72%
4321	Retirement	40,146	44,164	4,019	91%	125,250	154,575	29,325	81%
4412	Health Insurance	21,915	33,130	11,215	66%	77,987	99,350	21,363	78%
4414	Great-West Deferred Comp	250	1,000	750	25%	1,750	3,500	1,750	50%
4415	Medicare Insurance	3,259	2,452	(807)	133%	7,819	8,535	716	92%
4422	Dental Insurance	2,692	3,750	1,058	72%	8,809	11,250	2,441	78%
4431	Vision Insurance Plan (VSP)	442	500	58	88%	1,369	1,500	131	91%
4440	Employee Commute Benefit	284	750	466	38%	571	2,250	1,679	25%
4442	Long Term Disability	869	1,100	231	79%	2,675	3,300	625	81%
4451	Unemployment Insurance	882	1,397	515	63%	3,517	6,891	3,374	51%
4621	AFLAC Insurance	464	560	96	83%	1,688	1,870	182	90%
<b>Subtotal</b>		<b>295,938</b>	<b>258,002</b>	<b>(37,936)</b>	<b>115%</b>	<b>771,145</b>	<b>885,008</b>	<b>113,863</b>	<b>87%</b>
<b>Services &amp; Supplies</b>									
5111	Pesticides	48,617	10,000	(38,617)	486%	84,776	85,000	224	100%
5121	Clothing	3,508	1,400	(2,108)	251%	5,342	8,155	2,813	66%
5156	Household	335	300	(35)	112%	659	900	241	73%
5171	Medical/Laboratory	3,304	2,500	(804)	132%	9,652	9,250	(402)	104%
5188	Other Misc (Union Bank Fee)	37	50	13	74%	73	150	77	49%
5199	Office	1,021	1,445	424	71%	3,950	4,940	990	80%
5233	Tools/Equipment	1,667	2,800	1,133	60%	7,393	12,650	5,257	58%
5331	Memberships	774	0	(774)	0%	8,774	8,000	(774)	110%
5416	Gasoline/Oil	7,306	8,000	694	91%	23,185	24,000	815	97%
5428	Facility/Auto/Equip Maint/Repair	4,649	14,135	9,486	33%	11,531	21,725	10,194	53%
5472	General Maintenance	357	725	368	49%	1,091	2,375	1,284	46%
5631	Electric/Gas	132	2,420	2,288	5%	5,139	7,260	2,121	71%
5635	Water/Sewer Disposal	262	435	173	60%	1,677	2,265	588	74%
5721	Meetings/Conferences	2,756	4,950	2,194	56%	7,883	12,250	4,367	64%
5856	Services/Consultation	39,464	29,190	(10,274)	135%	94,525	96,292	1,767	98%
5966	District Special Expenses	13,224	35,800	22,576	37%	16,758	108,475	91,717	15%
6712	Telephone	1,748	2,590	842	67%	4,815	8,245	3,430	58%
6725	Liability Insurance	0	0	0	0.0%	39,619	41,000	1,381	97%
6731	Other Insurance	0	0	0	0.0%	97,821	104,150	6,329	94%
<b>Subtotal</b>		<b>129,160</b>	<b>116,740</b>	<b>(12,420)</b>	<b>111%</b>	<b>424,664</b>	<b>557,082</b>	<b>132,418</b>	<b>76%</b>
<b>Fixed Assets</b>									
7211	Structures/Improvements	0	0	0	0.0%	0	0	0	0.0%
7311	Equipment	939	37,110	36,171	3%	72,909	77,930	5,021	94%
<b>Subtotal</b>		<b>939</b>	<b>37,110</b>	<b>36,171</b>	<b>3%</b>	<b>72,909</b>	<b>77,930</b>	<b>5,021</b>	<b>94%</b>
<b>Expenditures Total:</b>		<b>426,037</b>	<b>411,852</b>	<b>(14,185)</b>	<b>103%</b>	<b>1,268,719</b>	<b>1,520,020</b>	<b>251,301</b>	<b>83%</b>
<b>NET INCOME</b>									
<b>Net Income</b>		<b>(388,263)</b>	<b>(360,883)</b>	<b>27,380</b>		<b>(957,612)</b>	<b>(1,344,814)</b>	<b>(387,202)</b>	

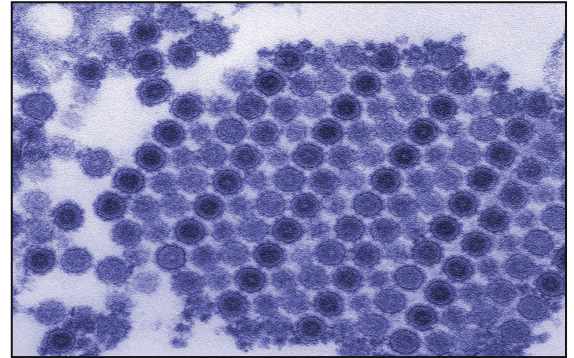
**NOTE:** Although District Net Income is running in the negative through 9/30/14, we anticipate an influx of property tax revenue beginning in December-2014 that will put us in a favorable condition.

## Chikungunya

Chikungunya virus cases continue to increase in the Caribbean, and locally acquired cases have occurred in Florida since July 17, 2014. Chikungunya is a vector-borne disease that is transmitted by certain *Aedes* mosquitoes, including *Aedes aegypti* and *Aedes albopictus*. The presence of these *Aedes* mosquitoes near a person infected with Chikungunya virus could result in local transmission.

Chikungunya virus is expanding its range, and arrived in the Western Hemisphere in 2013. A recent article by Stephen Higgs discusses whether Chikungunya is likely to spread across the United States and become established in a similar manner to West Nile Virus (WNV) in the early 2000s<sup>1</sup>. The author notes that Chikungunya is more quickly detected because the transmission cycle does not involve birds, which can circulate the virus in the area before there are human cases, and because Chikungunya cases are typically symptomatic, unlike WNV. However, regions of the U.S. that do not have adequate vector control programs might still respond too slowly to prevent establishment of the virus<sup>1</sup>.

Symptoms of infection of Chikungunya virus are fever and joint pain, and sometimes include headache and rash. Those at greatest risk are infants, adults over 65 years of age, and people with other medical conditions.



TEM micrograph of Chikungunya virus particles. Image by CDC Public Health Image Library.

1. Higgs, S., 2014. Chikungunya virus: a major emerging threat., *Vector-Borne and Zoonotic Diseases*. Vol. 14, Number 8.

## San Mateo County Mosquito and Vector Control District

Protecting public health since 1916.

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Visit us on the web at:  
[www.smcmad.org](http://www.smcmad.org)

## A New District Logo

On Oct. 22nd, the Environmental and Public Outreach Committee of the Board of Trustees met to select a new logo for the District. The new logo will be available in full color, grayscale, and single-color (pictured right) versions, and will be accompanied by a guide detailing the visual aspects of San Mateo County Mosquito and Vector Control District's new image. This logo takes the place of several previous logo versions that are currently in use, and will help provide a fresh, consistent image to the District's public-facing materials and activities — including this report.

In addition to the rebranding initiative, work continues on the development of a new San Mateo County Mosquito and Vector Control District website. Stakeholder input was gathered during October, and will be used to tailor the new website's content organization, functionality, and layout to better fit the needs of its users. Features planned for the new website include an online service request form, interactive maps, and email notifications sign-up. The new website will also include features which help the District earn the Special District Leadership Foundation's District Transparency Certificate of Excellence. The new San Mateo County Mosquito and Vector Control District website is expected to launch in January 2015.



A sneak peek at the one-color version of the new District logo.